



Planning Commission

Meeting Minutes – June 16, 2025

CALL TO ORDER

3:57

A meeting of the Planning Commission was called to order by Chairman, Mike Tomy, and was held in-person on June 16, 2025, at 5:03 PM.

ATTENDEES

Members in attendance: Mike Tomy, Chairman, Bill Bardenwerper, Vice-Chairman, Benjie Morillo, Clinton Hallman, Kim McFann, Bill Suter, and Paul Trask.

Staff in attendance: Curt Freese, Community Development Director.

MINUTES

4:38

A. May 19, 2025 Regular Meeting Minutes

Motion: Mr. Hallman made a motion to approve the minutes as submitted. Mr. Suter seconded the motion. The motion passed unanimously.

All Planning Commission meeting minutes are recorded and can be found on the City's website at <http://www.cityofbeaufort.org/AgendaCenter>.

QUESTIONS RELATING TO MILITARY OPERATIONS

5:06

None.

PRESENTATION

5:20

Chairman Tomy presented Paul Trask with a certificate for his dedicated service and contribution to the City of Beaufort Planning Commission.

OLD BUSINESS

7:26

A. Road Naming Process – J.J. Sauve, Deputy City Manager.

Mr. Sauve stated that the members have an updated Memorandum in their packets that includes all of the information that he provided to them at their last meeting. What City staff is asking of the Planning Commission (PC) is a recommendation to city council on the naming of the new road/junction near the Beaufort Executive Airport that was completed in a joint City County project as well as the renaming of Southside Loop within Southside Park. At the last PC meeting, he discussed

the legal authorities and the process for this type of naming and renaming, identifying the city's authority within Section 5-7-30 (Grants municipalities the authority to regulate public roads, infrastructure, and naming. He also referred to the Comprehensive Planning Act in Section 6-29-1200 (Requires planning Commission review for proposed changes to officially mapped streets prior to Council action). Mr. Sauve went over the history of the project which was discussed at the last Planning Commission meeting. The project was completed in late 2024. The Beaufort County Engineer suggested we maintain either Airport Frontage Road or Airport Junction Road, which was the staff's initial recommendation and the recommendation of the Planning Commission at their May 19. However, on May 27, 2025 at the City Council Capital Improvements Program worksession, this was brought back to Council for review and noticed there were several road within Beaufort County that have *airport* in the name and were concerned about possible confusion with the 911 USPS naming. After further discussion from City Council, there were two different names that came up. Naming the road in honor of former Council Member, Donnie Beer and former Police Chief, Matt Clancy.

Mr. Trask felt Clayton Cooler Loop is an appropriate to rename the road near the wastewater treatment plant since he worked there, but to rename the little piece of a road on Lady's Island is inappropriate for both Donnie Beer, former Council Member, and Matt Clancy, former Police Chief. They both served the city for many, many years and deserve more. There are more appropriate opportunities for both Donnie Beer and Matt Clancy. The other members agreed with Mr. Trask.

Public Comment:

None.

Public Comment was closed.

Motion: Ms. McFann made a motion to recommend that council rename Southside Loop to Clayton Cooler Loop. Mr. Bardenwerper seconded the motion. The motion passed unanimously.

Motion: Ms. McFann made a motion to recommend that city council consider reserving the names Donnie Beer and Matt Clancy for more significant thoroughfares within the community. However, if council intends to proceed, the PC recommends they choose one of those names and rename the segment from Lost Island Road to US 21 near the Beaufort Executive Airport as they see fit. Mr. Trask seconded the motion. The motion passed unanimously.

Motion: Ms. McFann made a motion to recommend that council require that on agenda items involving renaming of roads, that the details of road renaming be included on all agendas whether it's the Planning Commission or the City Council to make sure the public knows what's going on. Mr. Trask seconded the motion. The motion passed unanimously.

PUBLIC HEARING

37:10

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- A. **Beaufort Development Code Changes:** Amendments to the Environmental & Resources Protection Requirements of Section 8 of the Beaufort Development Code.

Public Comment:

Grant McClure from the Coastal Conservation League (CCL) and also lives at 1511 Sycamore Street said the CCL generally is supportive of the code changes to Section 8. The CCL is specifically happy to see the City of Beaufort is aligning their wetlands policy with the Town of Bluffton as well as the City

looking at aligning its stormwater standards with Bluffton. Mr. McClure referred to a 50 foot buffer for the wetlands that could be considered by the City. Mr. McClure stated he was not aware of the proceedings at the last PC work session.

Public Comment was closed.

Mr. Freese addressed the Planning Commission and reminded them that they have a new packet from Friday that consist of their changes that were made at the worksession on Thursday and that included removing the 50 foot buffer but to keep the regulation and violation protection in the code. The major items that were recommended were:

1. Cleaning up that language. There was a recommendation to move to a 50 foot transact buffer from the critical line that was rejected.
2. Cleaning up some of the purpose language and we added a wetlands section the from Bluffton and we added the stormwater and removed the existing stormwater requirements which were about a page and half long
3. City approved in 2022 the SoLoCo Stormwater Guidelines, but it did not remove the stormwater specific guidelines in our code. This was approved by all the jurisdictions within Beaufort County. At Thursday's worksession, the PC is recommending going to the Bluffton requirements.
4. Changes to completely remove the wind energy requirements is just to prohibit them.
5. Minor changes to the solar and to the farm requirements to add some zones or retract some zones from those that were made.

Ms. McFann referred to 8.3.2.B and recommended this sentence be removed since the section is about stormwater and this sentence talked about wetlands. Mr. Freese agreed.

Ms. McFann suggested when referring to the city using Bluffton's sections we should say, *the City of Beaufort adopts the City of Bluffton Stormwater Manual* opposed to the Town of Bluffton Stormwater Design Manual is applicable. She also needs it to be clear that the city is only adopting the manual as of a certain date that staff needs to insert, Thereafter new changes to the manual in Bluffton or others will only apply in Beaufort if staff suggests to the PC that they should, and the PC agrees. The language needs to be tweaked. She referred to Section 8.3.1. where it says *Pending legal opinion*. Mr. Freese agreed this should be removed.

Ms. McFann suggested the PC have another worksession in order to finalize section 8. She specifically invited the Coastal Conservation League to express their views in detail about wetland buffers since there was nobody present from the Coastal Conservation League at our worksession on Thursday June 12, 2025. Mr. Bardenwerper agreed with Ms. McFann.

Mr. Freese clarified what the Commission is asking for:

1. Regarding the manual, we're going to check the version and level of adoption of the manual.
2. Entertain comments from the Coastal Conservation Language at our next worksession.
3. Find a map that shows how extensive wetlands that the PC are talking about in our city and surrounding areas that may be subject to future annexation.
4. City Stormwater Engineering maybe can draw up a memo of all the changes with the wetlands and have him attend our next meeting virtually.
5. Obtain legal opinion.

Mr. Hallman referred to Section 8.3.1.H on page 2 of 8 to remove the words, *is a crucial element of the City's stormwater and water quality management plans*, because it doesn't grammatically make sense.

Mr. Hallman also referred to Section 8.5.1 on page 6 of 8 under Wind Energy Systems, the word *are should be is*.

The commission agreed that these items will be helpful. And hopefully we will get legal opinion back soon.

Mr. Tomy referred to Section 8.3.2, Applicability, and suggested adding the wording, *that is our base standards with all future amendments to be initiated by City of Beaufort*. We don't want to have our Codes depend on other Codes in the future.

Ms. McFann reminded the commission that is a change in the commission with Libby Anderson coming aboard the Planning Commissions replacing the expired position of Paul Trask.

Public Comment:

None

The Public Hearing was adjourned pending further work session review.

NEW BUSINESS

1:07:16

- A. **Beaufort Development Code Changes:** Amendments to the Environmental & Resources Protection Requirements of Section 8 of the Beaufort Development Code.

Motion: Ms. McFann made a motion to table the Amendments to the Environmental & Resources Protection Requirements of Section 8 of the Beaufort Development Code. Mr. Hallman seconded the motion. The motion passed unanimously.

Next worksession will be Monday, July 7, 1:00 pm

DISCUSSION:

1:10:06

- A. **Beaufort Development Code Changes:** Amendments to the Maps and Districts of Section 2 of the Beaufort Development Code.

Planning Commission and staff briefly discussed the amendments to the Maps and Districts of Section 2 of the Beaufort Development Code.

- B. **Beaufort Development Code Changes:** Amendments to the Land Use Provisions of Section 3 of the Beaufort Development Code.

Planning Commission and staff briefly discussed the amendments to the Land Use Provisions of Section 3 of the Beaufort Development Code.

Beaufort Development Code Changes: Amendments to the Building Design and Infill Standards of Section 4 of the Beaufort Development Code.

Planning Commission and staff briefly discussed the amendments to the Building Design and Infill Standards of Section 4 of the Beaufort Development Code.

Mr. Freese will send the Planning Commission a WORD document.

ADJOURNMENT

1:32:06

Motion: Mr. Hallman made a motion to adjourn the meeting seconded by Ms. McFann. The motion passed unanimously. The meeting adjourned at 6:32 pm.